

## **Minutes of the Combined Health & Human Services Board & Committee Meeting**

**Thursday, November 14, 2002**

Vice-Chair Wolff called the committee portion of the meeting to order at 1:04 p.m.

**Committee Members Present** : Supervisors Sandy Wolff (Vice -Chair), Jim Jeskewitz, Alicia Silva, Carl Seitz, and Mareth Kipp. Ken Herro (Chair) arrived at 1:25 p.m. **Absent**: Paul Pronold.

**Also Present** : Chief of Staff Lee Esler, Health & Human Services Director Peter Schuler, Deputy Health & Human Services Director Ernie Messinger, Administrative Services Manager Russ Kutz, Children & Family Services Manager Jesus Mireles, Lutheran Social Services Regional Vice -President Ed Kohl, Lutheran Social Services Health Services Director Barbara Wollner, Clinical Services Manager Mike DeMares, Senior Financial Analyst Andy Thelke, Senior Services Director Cathy Bellovary, Senior Services Analyst Barb Woyak, Senior Financial Analyst Clara Daniels, Public Health Manager Nancy Healy-Haney, and Epidemiologist Darren Rausch.

### **COMMITTEE AGENDA ITEMS**

#### **Approve Minutes of Sept. 26, Oct. 11 & 16, 2002**

**MOTION**: Jeskewitz moved, second by Silva to approve the minutes of September 26. Motion carried unanimously.

**MOTION**: Jeskewitz moved, second by Silva to approve the minutes of October 11. Motion carried unanimously.

**MOTION**: Kipp moved, second by Jeskewitz to approve the minutes of October 16. Motion carried unanimously.

#### **Schedule Next Meeting Dates**

The next meetings are scheduled for December 5<sup>th</sup> (combined) and December 19<sup>th</sup> (committee only).

#### **Adolescent & Family Services Staff Thank You**

Schuler thanked the Adolescent & Family Services staff for their hard work and efforts with juvenile delinquents and troubled families. Staff have reached a milestone and for the first time in many years, there are no juveniles in any of the juvenile correctional institutions. Overall, only four juveniles have been committed this year which is much lower than average. Schuler said this is due to dedicated staff and effective County programming.

#### **Ordinance 157 -O-087: Increase State Revenues and Expenditure Appropriation for the Birth to Three Program in the Waukesha County Department of Health & Human Services**

Messinger said this ordinance involves accepting an additional \$115,000 in state funding; \$19,482 for the Birth to Three Program and \$95,518 in State Children & Families Incentive Funding. This ordinance results in no additional direct tax levy impact in 2002. Messinger noted that the money budgeted in this area for next year should be sufficient. Kohl noted that the current level of Birth to Three services is about half of what it was in 1997 due to state funding cuts.

Herro arrived at 1:25 p.m.

**MOTION**: Kipp moved, second by Jeskewitz to approve 157 -O-087. Motion carried unanimously.

**Ordinance 157 -O-088: Appropriate Additional Fee for Services Revenue and Increase Expenditure Appropriations in the Waukesha County Department of Health & Human Services 2002 Budget for the Mental Health Center Fund**

Kutz discussed this ordinance which involves accepting additional charges for service revenues for the Mental Health Center totaling \$70,000 which will be used to pay for increased personnel costs primarily due to employees who took paid family medical leaves or were off due to illness. Staff estimate that client fees will exceed budget at year -end due to greater than budgeted insurance and Medicare reimbursements.

**MOTION:** Jeskewitz moved, second by Kip to approve 157 -O-088. Motion carried unanimously.

**Ordinance 1570- 089: Appropriate Additional State of Wisconsin Funding and Transfer Funds to Operating Expenses in the Waukesha County Department of Health & Human Services**

Kutz said this ordinance involves accepting additional State Youth Aids for community placement funding totaling \$353,000, State Community Services Deficit Reduction Funding of \$67,400, prior year revenue state refunds of \$53,800, and State Mental Health Institution placement reimbursements of \$80,000.

In addition, \$105,000 of Long Term Care Fund institute placements budgeted appropriations are available to transfer for mental inpatient institute placements costs due to lower institute placement days provided to Long Term Care clients. Also the department projects personnel expenditures to be under budget, making available for transfer \$60,000 due in part to retirements, and turnover and vacancies held open in preparation for planned position reductions occurring in 2003.

Staff are expecting that these above mentioned funding sources will be sufficient to cover anticipated budget overages for care of patients at the state mental health institutions, mental health client medication costs, and purchased services in the Mental Health Outpatient and Support Services Program.

**MOTION:** Kipp moved, second by Wolff to approve 157 -O-089. Motion carried unanimously.

**Ordinance 1570- 086: Department of Senior Services to Accept Grant from Scherffius Fund**

Bellovary and Woyak discussed this ordinance which involves accepting \$1,388 in Scherffius grant funds which will be used to purchase new chairs for the Oconomowoc Senior Lunch Center.

**MOTION:** Jeskewitz moved, second by Wolff to approve 157 -O-086. Motion carried unanimously.

**Consider 2003 to 2005 Aging Unit Plan for Older People**

Bellovary noted that there are certain state guidelines they must meet when developing the Aging Unit Plan for Older People. Woyak discussed the plan as outlined. She noted that Waukesha County has the second highest older adult population in Wisconsin and it is expected to increase more than 14% by 2005. The purpose of the department's programs is to help keep older adults safely in the home of their choice. Services to these individuals include information, prevention and intervention, nutrition services, supportive services such as in-home care, etc. Public hearings, focus groups, town hall meetings, and their strategic plan all aid in developing the Aging Unit Plan. She noted that there are over 1,000 volunteers who work with the department.

The plan contains 16 goals including maintaining their volunteers and perhaps expanding volunteer opportunities, reviewing empowerment programs, increasing access of information to non-English speaking seniors in partnership with La Casa and other community organizations, meet standards of the State's Service Excellence and Aging Leadership (SEAL) Program which includes various training components as well as improving shared databases, implement Lunch and Learn programs at senior centers, implement nutrition intervention programs for seniors who are at high nutrition risk, expand

availability of the Caregiver Resource Library, temporary respite services, medication management, bathing services, etc. Kipp asked if these goals would result in additional costs. Woyak said no and that they are all worked into the current budget.

Woyak discussed those services that will be provided with Older Americans Act funding over the next three years. She advised that each service is currently being provided and is a continuation – there are no new services. These services include but are not limited to (\*=contracted service) Personal Care\*, Home Delivered Meals\*, Case Management, Senior Lunch Centers\*, Nutrition Counseling, Benefit Specialist, Nutrition Education, Information and Assistance, Outreach, Caregiver Counseling, Respite Care\*, Medication Management\*, Health Cost Sharing\*, and Volunteer Services. Services funded with tax levy and client fees include Homemaker, Adult Day Care, and Specialized Transportation. Total funding including state, federal and local dollars, and client donations is \$3,411,790.

**MOTION:** Wolff moved, second by Kipp to approve the 2003 to 2005 Aging Unit Plan for Older People. Motion carried unanimously.

### **Overview of State Funding Formula for Older Americans Act Dollars**

Woyak distributed copies of “2002 Population Data for Persons 60+ Sorted by Size from Highest to Lowest.” Bellovary said the state has finally agreed to readjust the state funding formula for Older Americans Act dollars and staff are anticipating that Waukesha County will receive 14% more by 2005. This is due to a 35% increase in our senior population. Bellovary noted that the state has not looked at this formula for at least 10 years and very little had been done in the 80’s.

### **BOARD AGENDA ITEMS**

Chair Farrell called the board portion of the meeting to order at 3:25 p.m.

**Board Members Present :** Citizen Members Dennis Farrell (Chair), JoAnn Weidmann, Dick Wutt, Mary Baer, and John Guy; and Supervisors Joe Griffin, Pat Haukohl, Vera Stroud, Duane Stamsta, and Duane Paulson.

### **Approve Minutes of October 24, 2002**

**MOTION:** Stamsta moved, second by Baer to approve the minutes of October 24. Motion carried unanimously.

### **Future Agenda Items**

Farrell said the December 5<sup>th</sup> combined meeting will include a two-hour presentation by Captain Eric Severson on the drug Ecstasy. For a future meeting, Weidmann requested that the board discuss environmental health issues, and Griffin requested a discussion on outpatient waiting lists at the Mental Health Center which may include a tour of the center.

### **Approve By-Laws of AODA Committee**

DeMares and Baer reviewed the AODA Committee by-laws as outlined. Baer said there were some recommended changes with regard to voting procedures which she discussed further. DeMares said the purpose of the advisory committee is to give recommendations to the Health & Human Services Board with regard to what types of services and programs should be offered and included in the budget. The committee also receives consumer/customer input which helps in making those programming decisions. Farrell suggested agendaizing an educational discussion on the functions of the advisory committees at a future combined meeting.

**MOTION:** Paulson moved, second by Stamsta to approve the by-laws of the AODA Committee. Motion carried unanimously.

## **COMBINED AGENDA ITEMS**

### **Report on Emergency Heat Response for Disabled Populations for the Summer of 2002**

DeMaressaidtheyhavedevelopedprotocolsandguidelinesforwhenthe yusetheMentalHealthCenter asacoolingsite duringheatemergenciesforclientswhoareatriskduetothebeingon certain medicationsaswellaselderlyclients.Henotedthatcrisisworkersarealsosentouttodo“wellness” checksontheseindividuals.Therewasonlyoneheatdaythispastsummerwherebytheyopenedthe centerforthispurposeandnoneoftheirclients experiencedanyheat-relatedhealthproblems.

### **Tentative Review of Bioterrorism Response Plan**

Healy-HaneyandRauschgaveaPowerPointpresentationonthePublicHealthDivision’sBioterrorism planningandprocedures.Shesaidtheyareeitherequaltoorfartheraheadthanotherrregions.They knowwherethegapsareandtheyknowwhattheirstrengthsare.FiveemployeesatPublicHealthare certifiedinthisarea.Thetopfourlikelybiologicalagentsare smallpox,plague,anthraxandtularemia. PowersofthelocalHealthOfficer(DirectorPeterSchuler)inbioterrorismsituationsincludemanagement ofpersons,controlofproperty,collectionofrecordsanddata,andaccesstocommunicationsandpublic relations.TheyareplanningforanationalfunctionalexercisetoooccurinFebruary.Intheeventof bioterrorism,theirgoalistokeepregularbusinesscontinuitygoingonadailybasisandstillbeableto respondtotheevent.

Theydo have some challenges with regard to communication with local physicians but staff are working on this.Isolation facilities have not yet been identified in this region and this is a challenge of the Regional Consortium.Mutual Aid agreements are still being worked on and these have become somewhat of a challenge. There are still quite a few issues that need to be resolved on the State level. Healy-Haneysaidthisisanintricateplanandtheyhaveworkedveryhardonitsince lastJanuary.She notedtherearesometrainingprogramscheduledforhealthcareworkersinthenearfutureon smallpox vaccinationsandpersonalprotectiveequipment.

Rausch said the Public Health Division has primary responsibilities in many key areas including surveillance,reporting,criminalinvestigation,etc.HenotedthattheWaukeshaCountyBioterrorism Response Sectors include emergency medical services,Environmental Health,fire,Emergency Management,acute hospital care,Medical Examiner,mental health,law enforcement,outpatient medical clinics,Public Health,Public Health Laboratory,public information,and the American Red Cross. Rausch went on to discuss the roles and responsibilities of each sector.Bed capacity and proper medical equipment for patients are also issues they are working on.Rausch discussed isolation and quarantine sites and he said there are some civil liberty issues associated with this that will also be addressed. There are still uncertainties in the area of environmental decontamination,both here and on the national level. Healy-HaneysaidtheNationalPharmaceuticalStockpile(NPS)isorganizedandshouldbeadequate.

Chairs Herro and Farrell declared the meeting adjourned at 4:45 p.m.Motion carried unanimously.

Recorded by Mary Pedersen, Legislative Associate.

Respectfully submitted,

Alicia Silva  
Secretary